



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
2300 E STREET NW
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IN REPLY REFER TO

BUMEDINST 6270.8A
BUMED-24
3 Jan 2002

BUMED INSTRUCTION 6270.8A

From: Chief, Bureau of Medicine and Surgery
To: Ships and Stations Having Medical Department Personnel

Subj: PROCEDURES FOR OBTAINING HEALTH HAZARD ASSESSMENTS (HHAs)

Encl: (1) Health Hazard Assessment (HHA) Process Flowchart

Ref: (a) DODINST 5000.2
(b) DOD Directive 5000.1
(c) DODINST 6055.5
(d) SECNAVINST 5100.10H
(e) OPNAVINST 5100.19D
(f) OPNAVINST 5100.23E
(g) OPNAVINST 5100.24A
(h) OPNAVINST 5090.1B

1. Purpose. To establish formal procedures and assign responsibilities within the Medical Department for performing HHAs.
2. Cancellation. BUMEDINST 6270.8.
3. Background. References (a) and (b) guide Navy processes in support of acquisition matters, where employment of state-of-the-art technology is dictated for mission accomplishment. References (c) through (h) require the Navy and Marine Corps to provide for safe and healthful working and living environments for our workers and their families. To accomplish operational requirements in a safe and healthful manner, Navy Medicine must provide HHA for all environments, including those found on submarines, surface vessels, and aircraft, as well as at shore activities. Much of the expertise to perform these assessments is located at the Naval Environmental Health Center (NAVENVIRHLTHCEN) at Norfolk, Virginia and the Naval Health Research Center/Toxicology Detachment (NAVHLTHRSCHCEN/TOX DET), Wright Patterson Air Force Base, Ohio.
4. Discussion. HHAs are evaluations of the potential health effects resulting from exposure to a hazard or hazards. HHAs incorporate the components of identification, assessment, characterization, control, and communication for potential hazards in the work place and/or environment. During research and development, the HHA process requires obtaining toxicologic

3 Jan 2002

and other health hazard information for chemical substances, or physical items or devices before introduction into naval service. HHAs are also required when previously evaluated substances will be included in new processes or applications. Concerns about environmental conditions, pollutants, and contaminants may require assessment for health effects. These potential health hazards and environmental concerns must be assessed to protect the health and well-being of Naval Active Duty and Civil Service personnel, their family members, contractors, and visitors.

5. Action. Enclosure (1) provides a flowchart for the HHA process. The diversity and complexity of HHA requests may extend beyond the flowchart guidelines. In such cases, direct liaison between the requesting command or agency, Commanding Officer, Naval Environmental Health Center, and Officer in Charge, Naval Health Research Center/Toxicology Detachment is indicated.



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Available at: <http://navymedicine.med.navy.mil/instructions/external/external.htm>

Health Hazard Assessment Process (HHA) Flowchart

Commands/Agencies desiring HHA for new materials/processes, new uses for existing materials, and environmental concerns shall provide CO, NAVENVIRHLTHCEN with:

- (1) Authoritative technical point of contact.
- (2) Details of the material or process and current Material Safety Data Sheet (MSDS), or site-specific information.
- (3) Intended material use, number/type personnel who work with the material, and quantities used/stored, or environmental related issues.
- (4) If this is a replacement material, include similar information on the material it is to replace.
- (5) Pertinent milestones/time lines.
- (6) Funding availability for research (if needed).
- (7) Information, if available on any adverse events related to material, or adverse health effects.

CO, NAVENVIRHLTHCEN shall:

- (1) Provide HHAs upon request, based on available scientific information.
- (2) Provide an interim assessment if there is insufficient toxicological information to characterize the hazard presented by the new material/process.
- (3) Identify additional funding requirements if indicated.
- (4) Coordinate assessment, funding, and resources with Officer in Charge, Naval Health Research Center/Toxicology Detachment, to include additional research, if required.
- (5) Serve as central coordinator for the HHA process, providing quality assurance oversight.
- (6) Convene the NAVENVIRHLTHCEN Investigational Studies Review Board (ISRB) at least annually per NAVENVIRHLTHCENINST 6500.2A.
- (7) Provide copies of all correspondence to Bureau of Medicine and Surgery (MED-242).

OIC, NAVHLTHRSCHCEN/TOX DET shall:

- (1) Upon request from CO, NAVENVIRHLTHCEN, analyze existing toxicological literature on new material, make recommendations, and identify operational areas of concern.
- (2) If the information is insufficient, provide plans for research, including funding/resource needs.
- (3) Perform or obtain such research to support Navy requirements within the limitations of available resources.
- (4) Liaison with appropriate sources of toxicology expertise; e.g., the U.S. Air Force Armstrong Aerospace Medical Research Laboratory and the National Academy of Sciences/National Research Council's Committee on Toxicology and Advisory Center for Toxicology.
- (5) Maintain toxicological databases to prevent research duplication and provide more rapid assessment.
- (6) Provide quarterly status reports to CO, NAVENVIRHLTHCEN and BUMED (MED-242).
- (7) Appoint, in writing, a NAVHLTHRSCHCEN/TOX DET "Research Liaison" representative who will attend ISRB meetings involving toxicological research, risk assessments, and other operational exposure concerns.